

<div>横須賀基地空席広報</div> <div>VACANCY ANNOUNCEMENT</div>		広報番号 : Announcement No.	SRFJPMC-159-09
		募集締切日: Closing Date	2 Sep 09 1 <sup>st</sup> Cut-off: 5 Aug 09 2 <sup>nd</sup> Cut-off: 19 Aug 09
		発行日: Date of Issue	23 Jul 09
<div>1.職種名 Job title ( 等級 Grade <u>6</u> / 語学等級 LAD <u>3</u> )</div> <div>Equipment Specialist, #72</div> <div>(設備専門職)</div> <div>受諾可能な下位等級 Acceptable Trainee Level: 1-4</div> <div><div><input checked="" type="checkbox"/> 事務系 Administrative</div><div><input type="checkbox"/> 技能系 Blue Collar Trade</div><div><input type="checkbox"/> 保安系 Security</div><div><input type="checkbox"/> 医療系 Medical</div></div>		募集人数 No. of Recruitment	1 名
<div>2.部隊 Activity</div> <div>U. S. Naval Ship Repair Facility &amp; Japan Regional Maintenance Center,</div> <div>Yokosuka (SRF-JPMC)</div> <div>Lifting &amp; Handling Department (C-700),</div> <div>Lifting and Handling Operations Division (C-740),</div> <div>勤務場所 Working Place: 横須賀市 泊町 Tomari-cho, Yokosuka</div>		<div>4.募集範囲 Area of Consideration</div> <div><input checked="" type="checkbox"/> 現 MLC/IHA 従業員 (部隊内) Current MLC/IHA Employee within Activity</div> <div><input checked="" type="checkbox"/> 現 MLC/IHA 従業員(通勤圏内) Current MLC/IHA Employee in commuting distance</div> <div><input type="checkbox"/> 現 MLC/IHA 従業員(全在日米軍) Current MLC/IHA Employee Japan Wide</div> <div><input type="checkbox"/> 外部 Off Base Applicant</div>	
<div>3.勤務時間 Work Schedule ( 週 <u>40</u> 時間制hrww )</div> <div>勤務日 Work Days : Mon-Fri 月曜日 – 金曜日</div> <div>勤務時間・休憩 Work Hours/Recess Period <b>08:00 – 16:45/12:00 – 12:45</b></div> <div><input type="checkbox"/> 夜勤 Night Shift <input checked="" type="checkbox"/> 残業 Overtime <input checked="" type="checkbox"/> 出張 Business Travel</div>		<div>5.雇用の種類 Type of Employment</div> <div><input checked="" type="checkbox"/> MLC</div> <div><input type="checkbox"/> IHA <input type="checkbox"/> HPT</div> <div><input checked="" type="checkbox"/> 常用 Permanent</div> <div><input type="checkbox"/> 限定 Limited Term ( <u>  </u>ヵ月 Months )</div>	
<div>6.職務内容 Duties</div> <div>See the attached sheet.</div>			
<div>7.資格要件／身体条件 Qualification / Physical Requirements</div> <div>a. One year of specialized technical or administrative work experience equivalent at 1-5 level in the related work. If applicant does not have such specialized experience, possession of Master's Degree in a related field may qualify him/her at 1-6 level.</div> <div>b. Knowledge of Rigging Operations Safety &amp; Compliance, rigging equipment, and training program.</div> <div>c. Skill in operating computer such as Microsoft Word, Excel, and CAD.</div> <div>d. Ability to coordinate on-site surveillance to ensure personnel/equipment safety and compliance.</div> <div>e. Ability to advise proper methods, personnel, and equipment on new or unusual rigging operation.</div> <div>f. Ability to act as a consultant/adviser to all levels on operation safety and equipment requirement.</div> <div>g. Ability to speak, read and write English at fluent proficiency level (LAD-3).</div> <div>*An applicant who does not fully meet the qualification requirements stated above may be considered at a lower grade level as below.</div> <div>1-5: a. One year of clerical, technical, or administrative work experience equivalent at 1-4 level in the related work. If applicant does not have such work experience, completion of 4-years college/university in a related field may qualify him/her at 1-5 level.</div> <div>1-4: a. One year of clerical, technical, or administrative work experience in any field. If applicant does not have such work experience, completion of 4-years college/university in any field may qualify him/her at 1-4 level.</div> <div>*A handicapped applicant may be accepted, depending upon the degree and kind of disability.</div>			
英語力 English Language Proficiency : <input type="checkbox"/> 必要なし None <input type="checkbox"/> 初級 Basic <input type="checkbox"/> 中級 Intermediate <input checked="" type="checkbox"/> 上級 Advanced <input type="checkbox"/> 特段の能力 Exceptional			
学歴 Educational Background : NA		免許証／修了証 License/Certificate Required : NA	

8. 提出するもの Application and Associated Documents	職務状況 Working Condition
<p>*<input checked="" type="checkbox"/> 空席応募用紙 Application for Vacancy Announcement</p> <p>*<input checked="" type="checkbox"/> 専門職務経歴書 Resume of Specialized Work Experience</p> <p>*の記入は Complete * in <input type="checkbox"/> 日本語で Japanese <input checked="" type="checkbox"/> 英語で English <input type="checkbox"/> どちらでも Either</p> <p><input type="checkbox"/> 運転免許証の写し Copy of Driver's License</p> <p><input checked="" type="checkbox"/> 英語の能力を証明するものの写し Certificate of English Proficiency (Copy)</p> <p><input checked="" type="checkbox"/> 80 円切手を貼付し、応募者の郵便番号・住所・氏名を書いた返信用封筒 (12cm x 23.5cm) 12cm x 23.5cm Envelope with Applicant's Zip Code, Address, Name and a 80 yen stamp (MPS is unacceptable.)</p> <p><input checked="" type="checkbox"/> 日本国籍以外の方は、外国人登録証及びパスポート/査証のコピー For non-Japanese citizen applicant, copy of Alien Registration and Passport/Visa Copy</p>	

9. 応募書類提出先 Office to Submit		
<p>内部（現 MLC/IHA 従業員）と外部（非従業員）では、提出先が違います。上記必要提出物をお間違えの無い様、郵送/提出して下さい。募集締切日必着。（HRO 日本人雇用課ゲート事務所カウンター下の応募用紙提出箱へは午前 0600 時より、午後 0600 時まで提出可能です。） Office to submit is different for Current MLC/IHA Employees versus Off Base Applicants. Please ensure to submit required application documents to the right office. Applications must be received by the closing date of the Vacancy Announcement. (Application Drop Box under the HRO Gate Office counter is accessible from 0600hrs to 1800hrs.):</p> <p>（注意）上記項目 4 番の“募集範囲”が現 MLC/IHA 従業員の場合、外部（非従業員）からの応募書類は無効となりますのでご注意ください。 When item #4, “Area of Consideration” above shows “Current MLC/IHA employees” only, Off Base applicants will be rated ineligible.</p> <p><b>1. 内部（現 MLC/IHA 従業員）提出先 Current MLC/IHA Employees must submit to:</b>            〒238-0001 神奈川県横須賀市泊町 1 番地, Box 22 〒238-0001 1 banchi Tomari-cho, Yokosuka, Box 22            米海軍横須賀基地日本人雇用課 (N132) COMNAVJFORJAPAN, Human Resources Office (HRO) Yokosuka            内線/Extension 243-8152 JN Employment Division (N132)</p> <p><b>2. 外部（非従業員）提出先 Off Base Applicants must submit to:</b>            〒238-0011 神奈川県横須賀市米が浜通 1-6 村瀬ビル 4 階 〒238-0011 Murase-Bldg. 4F, 1-6 Yonegahama-dori, Yokosuka            (独)駐留軍等労働者労務管理機構横須賀支部 (LMO/IAA) Yokosuka Branch of LMO/IAA            管理第一係 Management Section            電話番号 Phone 046-828-6959</p> <p>受付時間：月曜—金曜、0830-1730（日本の祭日を除く） Operating Hours: Mon-Fri, 0830-1730 (Closed on Japanese Holidays) *雇用条件等のご質問はこちらにお問い合わせ下さい。 Please contact LMO/IAA for questions on conditions of employment.</p>		
<b>事務処理欄</b> For Official Use		
募集部隊担当者 Activity POC : SRFJPMC, Manpower Division (Code 1160), 軍電 (DSN) 243-4553 / 4554		
<b>PD No.:</b> SRFJPMC-740-007	PD is accurate and current. <b>Certified by Activity:</b> pw	HRO: (rcvd: 7/14) jt 7/21 ms 7/21

応募要項を満たしていない場合、選考の対象になりません。Incomplete applications will not be considered.  
 提出された応募書類はお返ししません。 Submitted applications will not be returned.

Equipment Specialist, #72-6  
(PD No.: SRFJPMC-740-007)

**1. Rigging Operation Safety and Compliance**

Coordinates continuous on-site surveillance of lifting and handling operations to ensure personnel and equipment safety and compliance with NAVFAC P-307 and that only qualified personnel, proper equipment, and approved procedures are utilized for the repair of ships. Coordinates recommended changes to improve shop and trade processes for better safety and compliance. Ensures effective two-way communication of requirements, availability, and planning actions between the Service Group, Rigging Shop, and repair facility management.

**2. Rigging Operations Advisor**

Works directly with shop management as the resident MLC process expert to coordinate advise on proper methods, personnel, and equipment for performing new or unusual lifting and handling tasks in the support of naval ship repair and ensure the most effective resource utilization. Keeps cognizant of existing equipment and personnel levels to aid in developing recommendations. Acts as consultant and advisor to all levels of repair facility management on matters such as operation safety and equipment requirements.

**3. Rigging Equipment**

Advise to other repair facility organizations on the procurement, manufacture, testing, certification, and control of rigging gear to ensure that available material meets published guidelines and that sufficient material is available to perform the mission of the repair facility. Coordinate engineering support for the design of new rigging equipment, as required.

**4. Training Program**

Ensures that qualified riggers are available to meet lifting and handling requirements of the repair facility by advising the Lifting and Handling Director, Lifting and Handling Operations Division Head, Service Group Master, and Rigging Shop Supervision on training requirements and training deficiencies. Oversees review and concurrence on training lessons plans to ensure adherence to requirements.

**5. Other Duties**

Keeps abreast of new developments that could affect processes and operations at the repair facility. Prepares sketches of proper rigging to load hookup when requested. The incumbent prepares and maintains the repair facility rigging process manual.